Gettysburg Borough Storm Water Authority  
Lot Coverage Appeal Application

Any GBSWA Property Owner who believes the Lot Coverage Area calculation for their property is incorrect, will need to complete this Appeal Application in its entirety with all required supporting documents for each Parcel.

Please fill out all Sections of this form, except for Sections marked “For GBSWA Use Only”

**General Information:**
Submission Date: __________________________
Name of Property Owner: ________________________________________
Mailing Address: ________________________________________________
Contact Person: _________________________________________________
Email Address: _________________________________________________
Telephone Number: _____________________________________________

**Property Information:**
Property Address: ______________________________________________
Parcel ID Number: _____________________________________________

**Checklist:**  
REQUARED ITEMS THAT MUST BE SUBMITTED WITH THIS FORM FOR ADMINISTRATIVE COMPLETENESS:  
Please note that any submitted documentation will not be returned to the Property Owner and will become a record attached to the land parcel for future reference.

- A copy of the Property Owner’s GBSWA Billing Notice.
- Full payment has been made to the Borough. (Check No. ________ Date ________)
- The Property Owner’s Estimate of their Property’s Lot Coverage Total Area ________ sq. ft.
- Sketch Plan and/or Aerial Drawing of Property with dimensions of all Lot Coverage Areas labeled. (See Page 2 “Lot Coverage Sketch Plan Example”)
- Photos of Lot Coverage.

**PROPERTY OWNER STATEMENT**
The Property Owner or Authorized Representative agrees, by signing below, that they have completed this form to the best of their knowledge and that the information contained in this document is true and accurate. The Property Owner or Authorized Representative also agrees that they have read and understand the Gettysburg Borough Storm Water Authority Rates, Rules, and Regulation Policy Manual, latest edition and the appeal review process. The Property Owner or Authorized Representative understands that if the appeal is granted, the bill will not be changed until the next billing cycle, and a refund may be issued.

_________________________________________  __________________________
Signature of Property Owner or Authorized Representative  Date

_________________________________________
Printed Name of Property Owner or Authorized Representative

**SUBMISSION OF APPEAL APPLICATION**

PLEASE MAIL OR EMAIL THE COMPLETED APPLICATION AND ALL REQUIRED SUPPORTING DOCUMENTS TO:

Gettysburg Borough Storm Water Authority  
Attn: Debra English  
59 East High Street, Gettysburg, PA 17325
Lot Coverage Sketch Plan Example:

As defined by the Gettysburg Borough Storm Water Authority Rates, Rules, and Regulation Policy Manual, latest edition.

**Impervious Area** – An area that does not allow, or allows only with great difficulty, the movement of water into the ground. Also known as Impervious Areas (IA), Impervious Surfaces, or IAs, include, but are not limited to: Roofs, Additional outdoor living spaces, Patios, Garages, Storage sheds and similar structures, Parking or driveway areas, and any private streets or sidewalks, or other improved areas that are determined to be impervious by GBSWA, the Borough’s Storm Water Ordinance, or its Engineer.

**Lot Coverage** – An area or surface covered by any non-organic material such as buildings, paved areas, gravel areas, and other like-type surfaces including but not limited to impervious area.

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**“FOR GBSWA USE ONLY”**

**Verification of Lot Coverage:**

<table>
<thead>
<tr>
<th>Calculation of Lot Coverage Area</th>
<th>Square Foot</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roofs (House)</td>
<td>_______</td>
</tr>
<tr>
<td>Garages</td>
<td>_______</td>
</tr>
<tr>
<td>Storage Sheds/Similar Structures</td>
<td>_______</td>
</tr>
<tr>
<td>Driveway/Parking Areas</td>
<td>_______</td>
</tr>
<tr>
<td>Private Sidewalks/Streets</td>
<td>_______</td>
</tr>
<tr>
<td>Patio/Decks</td>
<td>_______</td>
</tr>
<tr>
<td>Other: __________________________</td>
<td>_______</td>
</tr>
<tr>
<td>Other: __________________________</td>
<td>_______</td>
</tr>
<tr>
<td>Other: __________________________</td>
<td>_______</td>
</tr>
<tr>
<td><strong>Total Impervious Area:</strong></td>
<td>_______</td>
</tr>
</tbody>
</table>

**Appeal Summary:**

** Appeal Status:** □ GRANTED □ DENIED

** Change in ERU:** □ YES □ NO

** New ERU:** _______ ERUs

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Reason for Denial / Review Comments: ________________________________